



Adopt-A-Park/Community Service

Department of Parks and Recreation
City & County of Honolulu

VOLUNTEER SAFETY PROCEDURES

We welcome you and your organization to our volunteer project and appreciate your commitment to keeping Oahu clean and litter free. In order to make your project successful we request that you read this safety procedure carefully and ensure that you as a volunteer are aware of the proper procedures for performing work on this project. Remember: **SAFETY FIRST**

HERE ARE A FEW SAFETY PRECAUTIONS TO FOLLOW

- Volunteers must be supervised by the Adopter and review the Potential Dangers listing below. Department of Parks and Recreation (DPR) staff is available to give safety presentations to your group prior to your project. Call 768-3034 to schedule a safety class.
- Ensure the volunteer is capable of safely performing the assigned work.
- Be alert! Stop work during bad weather or when unsafe conditions arise.
- Volunteers should wear appropriate clothing such as covered shoes, protective clothing, gloves, eye protection, wear head protection (hat) and apply sun screen.
- Gloves should be worn when painting over graffiti. Safety Data Sheets (SDS) are available upon request.
- Drink plenty of water during the volunteer event and take breaks as needed.
- Use caution when working close to roadways.

POTENTIAL DANGERS DURING VOLUNTEER EVENT-NOT INCLUSIVE

- Volunteers may find potentially dangerous items while performing cleanups. Notify project leader of dangerous items.
- Broken glass, nails, splinters, and other sharp objects may exist in the project area. Handle with care and place in a covered container before discarding in trash bags.
- Medical waste (hypodermic needles, pill containers, etc.) found during the cleanup should be disposed of in a covered container. Only responsible adults should handle medical waste.
- Never open or pour out closed containers of liquids. These containers may contain dangerous liquids. Dispose of containers carefully in trash bags.
- Do not over-fill or squeeze trash bags.
- Avoid lifting heavy objects to keep from hurting your back. Do not be afraid to ask for assistance.
- Avoid things that bite or sting such as bees, spiders and centipedes.
- Do not handle dead animals. Contact DPR for removal.
- Avoid confrontation with people who may be breaking the law such as drinking, committing vandalism or littering. If confronted, gather your group and leave the area, then call the Police at 911 and the DPR contact.

Finally, please remember that your project should be safe and enjoyable. If you have any questions or need further assistance please call 768-3034 during business hours. Your project leader will have available DPR contact information during non-business hours.

Mahalo for your service and have a safe and productive volunteer event.

EXHIBIT C